

**CITY OF GULFPORT**  
**REQUEST FOR PROPOSAL**  
**for**  
**ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE**

The City of Gulfport is seeking professional services from qualified consultant firms to conduct a citywide study on the Analysis of Impediments to Fair Housing. This report must be in accordance with the requirements of the U. S. Department of Housing and Urban Development.

The City of Gulfport is an entitlement jurisdiction under the Department of Housing and Urban Development's (HUD's) Community Development Block Grant Program (CDBG) and the Home Investment Partnership Program (HOME). As a condition of these federal grants, the City is required to certify to HUD that they will affirmatively further fair housing. These certifications are included in their Annual Consolidated Plan submission to HUD. One way of affirmatively furthering fair housing is to prepare an Analysis of Impediments to Fair Housing and to maintain records on actions taken to overcome impediments to fair housing choices.

Request for Proposal packages may be obtained at the Procurement Office, 1410 24th Avenue, Gulfport, MS 39501 at the below listed address. One (1) original and four (4) copies must be submitted by **December 12, 2011 at 2:00 pm**. Any late submittals will be returned unopened. No verbal or faxed submittals will be accepted.

**Connie Debenport, Purchasing Manager; 1410 24<sup>th</sup> Avenue, Hardy Bldg., 2<sup>nd</sup> Floor, Gulfport, MS 39501**

All inquiries should be directed in writing to Purchasing Manager, at the same address or via e-mail at [cdebenport@gulfport-ms.gov](mailto:cdebenport@gulfport-ms.gov), no later than **December 2, 2011 at 2:00 pm**.

Proposals will be reviewed by the Selection Committee, using the below listed selection criteria. A written contract may be awarded to the individual/firm whose proposal is determined by the committee to be the most advantageous to the City.

1	Experience and qualifications of personnel to be assigned to the projects.	20
2	Consultant's approach, plan of work, recommended schedules and time frames and suggested responsibility	20
3	Proposals must clearly delineate individual components costs. The proposer shall submit the rates for the principals in this contract and a total overall cost.	30
4	Proposer's qualifications and experience in providing the requested services as exemplified by past projects and client contracts. References that will help demonstrate a thorough understanding of Fair Housing Planning, Analysis of Impediments and the Consolidated Planning Process.	30
<b>TOTAL</b>		<b>100</b>

The City reserves the right to reject any and all proposals or to waive any informality. The City of Gulfport is an equal opportunity affirmative action contractor. Each proposal will receive consideration without regard to race, color, religious creed, handicap, ancestry, age, sex, or national origin.

**Publish in the Legal Section on: 11-10-11 & 11-17-11**

**Send Invoice & Proof of Publication to:**  
**Connie Debenport**  
**Purchasing Manager**  
**City of Gulfport**  
**P. O. Box 1780**  
**Gulfport, MS 39502-1780**